

Attorney Student Loan Repayment Program FY 2005

Checklists

Attorneys requesting ASLRP funding may wish to use the checklist corresponding to the appropriate type of ASLRP request to ensure it is complete prior to submission to the component. Checklists are tools for optional use. Do not submit the checklist with the Request for Consideration/Renewal.

NEW REQUESTERS: PLEASE ASSEMBLE AND TAB YOUR SUBMISSIONS AS DIRECTED AT BEGINNING OF PART 1

Renewal Requests (Current Participants Only)	
Request for Renewal of Incentive Payments <i>(signed and dated)</i>	
Part I-A (if you moved or are moving to a new position within the Department (be sure to prepare the Justification)	
Statement from each loan holder showing account status, payments in 2004, and balance.	
Current resume (attach justification / statement of eligibility if you moved to a new position).	

Initial Request for Consideration (New Requester)	
Request for Consideration – Part 1 Attorney and Student Loan Information <i>(signed and dated)</i> (2 copies)	
Request for Consideration – Part 2 Justification (six copies)	
Statement from each loan holder showing account status, payments in 2004, and balance.	
If loans are consolidated, documentation showing that original loans were qualifying loans.	
Six copies of current resume (attach one copy to each justification)	
Signed service agreement	